

Town of Campton  
Planning Board Minutes  
November 14, 2023

**Board Attendees:** Jack Letvinchuk, Chair; Stuart Pitts, Vice-Chair; Sherrill Howard via Zoom, Alternate; Jake Tuck, Alternate; Craig Engel; Ex-Officio and Jade Hartsgrove, Planning, Zoning, and Assessing Coordinator.

**Public Attendees:** Scott DeMatteo via Zoom.

**Call to Order:** Jack Letvinchuk, Chair, opened the meeting at 6:30 p.m.

Before the meeting started, the Chairman appointed alternates Jake Tuck and Sherrill Howard as voting members for the evening.

**Approval of Minutes:** Jake Tuck motioned to accept the October 10, 2023, minutes. Craig Engel seconded the motion with a roll-call vote; Jack Letvinchuk, yay; Stuart Pitts, yay; Craig Engel, yay; Sherrill Howard, yay; and Jake Tuck, yay.

Jake Tuck had a couple of amendments to the minutes from November 11, as there were a couple of grammatical errors. Jake Tuck motioned to accept the amended minutes from October 10, 2023. Craig Engel seconded the motion with a roll-call vote; Jack Letvinchuk, yay; Stuart Pitts, yay; Craig Engel, yay; Sherrill Howard, yay; and Jake Tuck, yay.

### **Public Hearing**

**Sunset Pines LLC Site Plan Review:** The applicants were not present. Stuart Pitts motioned to continue the public hearing to December 12, 2023. Jake Tuck seconded the motion, and the Board voted all in favor. Jade will reach out to the applicants to inform them of the continuance.

### **New Business**

**Nick Castle:** Nick stopped into the office earlier in the day and said he had to cancel and would reach out to reschedule.

**Chairman's Discussion – Maximizing Efficiency:** Jack wanted to discuss the Board, its future, and its direction. A few members' terms expire in 2024, and Jack wanted to encourage those members to, if they are interested, make sure to let the Selectboard know that they are still interested in serving on the Board. Craig stated that the Selectboard will stagger the terms.

Jack next mentioned that there is a lot of talking over each other, side talks, and sidebars, which is hard for everyone to hear, especially for documentation. He wanted to remind everyone that these meetings are recorded and can be requested. Craig reiterated that everything each member says is essential, and all the members are a face for the Town of Campton.

There was a discussion about possibly having earlier meetings or adding a meeting to get a timelier completed list of suggestions for the amendments. Jack thinks the Board could do better. The Board has had the same discussion a few times but hasn't made much headway with the amendments. Some of the suggestions will need to be brought forth and recommendations made. Craig suggested an hour of the work session should be designated for that. The Board agreed to a half-hour earlier start time. Sherrill motioned to change the start time of Planning Board meetings to 6:00, starting in January 2024. Jake seconded the motion, and the Board voted all in favor.

Jake suggested reviewing possible zoning amendments more than just this time of year. Jade said that we would have a living document, and throughout the year, when issues arise, it can be added to the document.

### **Possible Zoning Amendments**

**Overlay Zone:** The Board went over the overlay zone, line by line, and a few changes were suggested. Strike out lines 3-7 and add a "new #3 line" to "RT 49 from Thornton to US RT 3 Townline." On page 12, change the word "shall." Then, after a lengthy discussion, the Board talked about how they would like to change every "shall" to "must."

The Board discussed the 15-foot buffer and that it can consist of sidewalks. Then, the conversation led to ADA sidewalks and the possibility of adding a definition of sidewalks. Or adding in "all sidewalks must be ADA complaint."

The Board wants to change the wording on page 13 of the zoning ordinance, 2B, from "encouraged" to "required." The Board had a couple of other suggestions in the overlay section of the ordinance. Jade will get it in a Word document so the rest of the Board members who were not present can see the suggestions for the next meeting.

The Board had some concerns regarding delineating the parking at businesses. Jade stated she is going to an NHMA conference and will meet lots of land use municipal employees and get the chance to speak to NHMA legal counsel; she can ask around about what other towns do.

One of the last things the Board discussed was getting a definition in the ordinance regarding "accessory structures."

At the next work session, the Board will review these suggestions with the other members and discuss several sections of the ordinance pertaining to the commercial zone.

### **Privilege of the Floor**

-None-

### **Board Concerns and Directives**

-None-

### **Correspondence**

**Acceptance of a Road Name:** The Fire Department has a road that needs a name acceptance by the Planning Board. The road has been there and approved for a long while, and most of the road is in the Town of Thornton. This road is a new access to Owls Nest, and Thornton already has approved the name. The Board stated they didn't see anything wrong with that. Stuart Pitts motioned to accept the road name "Resort Way," and Jake Tuck seconded the motion; the Board voted all in favor.

**Cindy Prescott Inquiry:** Cindy has a property in Beebe River, where RAM Auto operates. She had called and asked Jade to talk to the Planning Board on her behalf. Cindy would like to add a rental structure for business or residential purposes. She wanted both scenarios. Jade told Cindy she thought she would need to go through the site plan review process but would talk to the Board. The Board stated that she must submit a site plan review application.

Jack Letvinchuk adjourned the meeting at 8:18 p.m.

Respectfully Submitted,

Jade Hartsgrove  
Planning, Zoning, and Assessing Coordinator